

**Iowa Department of Natural Resources
Environmental Protection Commission**

ITEM

8

DECISION

TOPIC

**Contract – University of Iowa Hygienic Laboratory – DNR Staff
Support**

The Department requests Commission approval of a contract in the amount of \$291,600 with the University of Iowa Hygienic Laboratory for DNR staff support.

The purpose of this contract is to provide professional staff support to three programs within the Department of Natural Resources. One staff position will assist the Watershed Monitoring and Assessment Section in the volunteer water quality monitoring program by assisting with workshops, snapshots, and related work. This position will also assist the Beach Monitoring program, TMDL program, and 319 Program with collection of field samples and data analysis. Two positions will be located in the Geographic Information Section to provide on-going support for activities related to watershed planning and assessment required under the legislatively mandated watershed initiative program. One staff position will be located in the Communication Bureau to assist with REAP assemblies, the HUSH program, and the Nature Store.

Funding for this contract comes from the Environment First Infrastructure Funds – Water Quality Monitoring Funds Geographic Information Systems funds appropriated under the Environment First Infrastructure Fund, Federal EPA 319 funds, and REAP funds.

Mary Skopec
Section Supervisor
Water Monitoring and Assessment
Iowa Geological and Water Survey Bureau
Environmental Services Division

July 21, 2008

Position	Amount of compensation allotted to Position (includes travel and training as approved by IDNR)
Watershed Monitoring and Assessment	Not to exceed \$70,000.00
Geographic Information Section	Not to exceed \$150,000.00
Communication Bureau	Not to exceed \$50,000.00
Facilities and Administrative Costs	Not to exceed \$21,600.00
Total	Not to exceed \$291,600.00

Section 5 STATEMENT OF WORK

5.1 Statement of Work. Contractor shall perform the following tasks:

Task 1: Provide DNR with the staff positions for the areas listed below. Each staff position shall be responsible for completing tasks listed.

5.1.1 Watershed Monitoring and Assessment Section. UHL shall provide one full time staff person in Iowa City to work with the Watershed Monitoring and Assessment Section. The individual shall be responsible for some sample collection as part of the Beach Monitoring Program, Total Maximum Daily Load (TMDL) monitoring program, and 319 Program, data management and analysis to help interpret and report results (50% of workload). The position also shall assist with the IOWATER volunteer monitoring program including teaching workshops, conducting snapshot sampling events and helping with event logistics, summarizing data and writing reports. This individual shall be under the direction of the Supervisor of the Watershed Monitoring and Assessment Section.

5.1.2 Geographic Information Section. The UHL shall provide two full time staff persons in Iowa City to work with Department staff. These individuals shall be responsible for the development of Geographic Information System (GIS) databases and the analytical assessment of GIS databases under the direction of the Supervisor of the Geographic Information Section. The UHL also shall provide administrative mechanisms to facilitate travel, staff development and training.

5.1.3 Communication Bureau. The UHL shall provide one full time staff position in Des Moines to work with the Department staff on the Resource Enhancement and Protection Program (REAP) (50%), the Help Us Stop Hunger Program¹ (HUSH) (25%), the Nature Store (20%), and related (5%) programs. The individual shall work under the direction of the Department REAP coordinator and shall be responsible for planning, coordinating, implementing, and evaluating REAP assemblies. The individual also shall assist with

¹ Help Us Stop Hunger (HUSH) is a DNR program where deer hunters may donate deer to meat lockers in Iowa.

communications regarding the HUSH program and assisting with the Nature Store. The UHL also shall provide administrative mechanisms to facilitate travel, staff development and training. The Contractor also shall provide administrative mechanisms to facilitate travel, staff development and training.